

TOWNSHIP OF UNION BOARD OF EDUCATION
REGULAR MEETING MINUTES – July 21, 2020

NOTICE OF MEETING:

TO ALL BOARD OF EDUCATION MEMBERS:

The regular meeting of the Board of Education of the Township of Union was held on Tuesday, July 21, 2020 at 7:00 p.m., via ZOOM pursuant to a notice sent to each member.

Mrs. Minneci called the meeting to order at 7:15 p.m.

PRESENT AT ROLL CALL:

Mrs. Sherry Higgins, Mr. Ronnie McDowell, Mrs. Nancy Minneci, Mr. Vito Nufrio, Mrs. Linda Richardson, Mrs. Kim Ruiz, Mrs. Mary Lynn Williams

ABSENT AT ROLL CALL:

Dr. Kalisha Morgan, Dr. Guy Francis (7:30 p.m.)

ADMINISTRATORS PRESENT:

Mr. Gregory Tatum, Mrs. Annie Moses, Mr. Gerry Benaquista, Mr. Manuel Vieira, Mr. Barry Loessel, Mrs. Sandra Paul, Mrs. Anne Hart, Mr. Craig Wojcik, Mrs. Maureen Guilfoyle

ALSO PRESENT:

Mr. Lester Taylor, Esq., Lisa Gorab, Esq. (Wilentz law firm), Dan Riggle and Bunty D'Tiaramsi (Schneider Electric), Robbi Acampora (Municipal Advisors)

Mrs. Minneci apologized for the delay in starting the meeting; it was due to some procedural issues and the Board attorney had some technical issues.

Mr. Taylor stated adequate notice has been posted in accordance with the Open Public Meetings Act for this duly called regular meeting of the Union Township Board of Ed.

Mrs. Richardson led the Board and audience members in the Pledge of Allegiance.

Mr. Vieira read the statement required under the “Open Public Meetings Act”, a copy of which is on file in the office of the Board Secretary.

Mr. McDowell read the District’s mission statement.

COMMENTS FROM PUBLIC ON RESOLUTIONS:

Mr. Monge stated in operations – O-5, 6, 7 and 8 – there are no names related to those approvals. No backup online. This represents about a million dollars in our budget. Is that even possible to vote when there hasn’t been any public information provided?

Mr. Taylor asked Mrs. Minneci are you going to solicit answers to the extent possible from the administration or Board after public comments. Mrs. Minneci stated usually that is what we do.

Patrick Brooks stated it was said last week that you would be addressing the questions that we asked last week and I want to be sure that is going to be addressed this week.

Mr. Taylor stated procedurally this is a regularly scheduled meeting of the Union Township Board of Education. There is no prohibitions to any matters being “walked on” the agenda. Professional services are within the purview of the Board. Any Board member can make a recommendation. My understanding is that the committee based structure of committees will be making the recommendation based upon the consensus of that committee. In the absence of a consensus of that committee, a Board member can make a recommendation. Either way the public will be apprised of the vendor that will be notified when that motion is made in a public forum.

Mrs. Minneci stated there will be some presentations tonight, hopefully it will answer most of the questions from last week.

Approval of Minutes:

Moved by Mrs. Ruiz, seconded by Mrs. Williams, that the following minutes be adopted:

1. March 10, 2020 – worksession
2. March 10, 2020 – executive session
3. March 17, 2020 – regular meeting

DISCUSSION:

None

AYE: Mrs. Higgins, Mr. McDowell, Mr. Nufrio, Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: None

ABSTAIN: None

MOTION CARRIED

Communications:

LETTER OF RESIGNATION UPDATE – OUTLER

Letter of resignation from Kristen Outler, special education teacher-Burnet Middle School, updated effective date-September 1, 2020.

LETTER OF RESIGNATION – ELLIOT

Letter of resignation from Kenneth Elliot, security officer-Jefferson School, effective June 16, 2020.

LETTER OF RESIGNATION – COPPA

Letter of resignation from Anita Coppa, part-time bus aide-Transportation Department, effective June 18, 2020.

LETTER OF RESIGNATION – CUMBERBATCH

Letter of resignation from Zuricka Cumberbatch, part-time bus aide-Transportation Department, effective June 24, 2020.

LETTER OF RESIGNATION – WILLS

Letter of resignation from Connor Wills, school counselor-Union High School, effective July 1, 2020.

LETTER OF RESIGNATION – VICIDOMINI

Letter of resignation from Stephanie Vicidomini, leave replacement 12-month secretary-special services-Hamilton School, effective July 15, 2020.

REQUEST FOR LEAVE – STERLING

Request for paid leave followed by unpaid NJFLA/FMLA (concurrently) from Tara Sterling, television production teacher-Union High School, September 8, 2020-December 7, 2020.

REQUEST FOR LEAVE UPDATE – JOHNSON

Request for leave update from NJFLA/FMLA to medical leave followed by unpaid FMLA from Ralph Johnson, custodian-Washington Elementary School, June 29, 2020-November 30, 2020.

REQUEST FOR EXTENSION OF LEAVE – HAVYAR

Request for extension of unpaid non-FMLA/non-NJFLA child rearing leave from Amanda Havyar, special education teacher-Hannah Caldwell Elementary School, through June 30, 2021.

REQUEST FOR EXTENSION OF LEAVE – KATZ

Request for extension of unpaid non-FMLA/non-NJFLA child rearing leave from Julie Katz, special education teacher-Connecticut Farms Elementary School, through December 31, 2020.

REQUEST FOR LEAVE – MENDES

Request for paid child rearing leave followed by unpaid NJFLA/FMLA (concurrently) from Jessica Mendes, teacher- Franklin Elementary School, September 16, 2020-January 25, 2021.

LETTER OF RESIGNATION – WALTON-McCLEOD

Letter of resignation from Dr. Latee Walton McCleod, principal-Franklin Elementary School, effective July 17, 2020.

Dr. Francis arrived at meeting (7:30 p.m.)

Superintendent's Report:

Mr. Tatum stated tonight we have a number of presentations and we begin tonight with Schneider Electric – they will give an overview of the program where they will be working on our school buildings. Then I will present afterwards. Then there will be presentations from our various committees that we have been working with over the last few months and they will provide an overview of each of their committees.

Presentation by Dan Riggle, Schneider Electric re: ESIP Project Summary – appended to minutes and on ZOOM video on district website.

Dan Riggle stated we also have present Bunty Dharamsi of Schneider, as well as Lisa Gorab, the district's Bond Counsel and Robbi Acampora, the district's financial advisor.

The reason we are here is to talk about the district's energy savings improvement program. It has been a couple of years in the making. Where we are now is at the end of the project development phase. A local energy audit was completed in January 2019 and it showed that the district was a good candidate for energy savings and capital improvements. Following that the district and Board decided to move forward by putting out an RFP for an energy services company (ESCO) and in turn hired Schneider Electric.

Since December 2019 we have been working with the district and that entails a lot of site visits, time with our engineers, subcontractors and partners going through the buildings, analyzing the utility bills and spending a lot of time with the district staff. Within the district, many employees led by Barry Loessel, who have a rich history in the district so a lot of this process was taking their input, as well as our assessment, and coming up with a plan for the district.

The goal is to give an overview of the project and ask the Board for authorization to continue with this process. Three primary goals we are focusing on – (1) reducing energy and operational cost, (2) improving indoor air quality and comfort and (3) funding major capital needs. A lot of school buildings are old and built in the 20's. You have a capital facility staff that has done a tremendous job keeping these buildings well maintained, there is a lot of older equipment. This is an opportunity to make some of those upgrades, capital projects happen that need to happen at some point.

The ESIP statute requires that we achieve these goals at no additional cost to taxpayers - through budget neutral projects. ESIP was set up by the State of New Jersey over 10 years ago. It is an active industry that we have partaken in for about 30 years. The concept is design/build construction – where one company is accountable for working with the district to come up with the solution, engineer it and ultimately to build it – manage construction, hire subcontractors, assist in financing and have some sort of performance verification or guaranty.

When we say we are going to save the district \$900,000 plus per year, we have a plan to measure and verify that and ensure that it is actually happening. This fits into the district's priorities and to be able to maintain the facilities in a cost effective manner.

Mrs. Higgins asked how do you report the savings? Mr. Riggle stated there are a number of different ways – generally we are looking at the utility bills; comparing before and after; what the district is spending on its utility bills – electric, gas, water, sewer and generally there are a lot of different approaches there. Sometimes we report on a quarterly basis, sometimes annual but usually we are looking at data on a monthly basis and there is a system we put in place that allows the district to look at data at any point.

Financially how does this work? Right now the district spends about \$1.7 million every year on energy on all the utilities. This project that we came up with in working with the district over the past seven months, we anticipate saving about \$967,000 per year as well as secure about \$500,000 in ongoing savings for the next 15 years. It sounds like a lot because it is. We are looking at a lot of different opportunities that allow us to have that deep level of savings for the district. If we are getting half a million dollars in rebates and incentives over 15 years that adds up to about \$8 million over the next 15 years. If we leverage third-party financing, we are taking these future cost savings, capitalizing them with some third-party financing as well as rebates and incentives from the State of New Jersey and a couple of other sources and ultimately able to help the district to achieve \$22 million in capital improvements at no increase in the budget. This again is a State process so there are a number of steps we need to go through. We have done the majority of the development for seeking feedback from the Board, we shared this with a couple of the Board members and the administration all along the way. There are necessary approvals that need to happen at the State level in order for us to continue forward with this project.

When we are talking about \$22 million in capital improvements – that entails ECMs (energy conservation measures) – anything that reduces costs in the district (installing LED lighting, which the district has done in much of the high school, better insulating, LEED building through insulation, weather stripping, water conservation/water fixture recommissioning is another opportunity at all locations, as well as other items). The largest savings opportunity for the district are solar and lighting followed by HVAC improvements. We do have a large lengthy report with additional details about what is proposed in this program.

The core capital needs that the district has this project will be able to address – the roofs about \$4 million in upgrades and roughly \$7 million in HVAC upgrades. Bunty will speak about these opportunities.

Bunty Dharamsi stated at the initiation of this process we sat down with Barry and Manny and figured out what are the priorities and what is going to drive a successful project. I will highlight a few. We identified that the high school gym is in dire need of an HVAC system that includes cooling. We know you have graduation there. The size of the facility allows for additional activities to occur there. Currently there has been rental HVAC produced just for graduation purposes. We wanted to make sure we could address that. In addition we are looking to replace the auditorium unit at Burnet Middle School to provide cooling there as well.

Additionally Hannah Caldwell – the HVAC equipment there, specifically air conditioning is well past their useful life. This project would replace the equipment with new equipment.

LED lighting, we want to mimic what you have done at the high school. Implement that throughout the district. Incentives are a direct install that the State offers which pays up to 80% of the costs to implement those measures so we are utilizing that to the full extent. Additionally with the lighting measures at additional sites like Burnet hallways, Battle Hill hallways, we are going to be providing a similar affect to the drop ceilings so that the esthetics of those buildings can be approved to match some of the other sites being done.

Mr. Riggle stated this is the largest savings opportunity for the district. Largely on the roofs at all of the schools across the district; some of the schools will need new roofs so we have that factored in as well and we also have one potential parking carport or over parking structures that you may see around the state at the high school in that northern lot which is the larger parking lot so that is currently what we have included in the proposed project. We are looking at over 75% of the district's electric use would be provided by onsite solar which is a good thing financially. In order to get there, there is a lot of roof work that needs to happen. Our team with working with the district, we looked at all the roofs and warranties, talked to the manufacturers, we took core samples, we took inferred scanned to detect moisture infiltration. We really prioritized with working with Barry and the district. What the high priorities is new roofs and it is about 400,000 square feet across six of the schools – some are complete replacements and some are partial replacements but that is a key need for the district but also a need to facilitate the solar project.

The total value of improvements – where the cost is: \$22 million; total savings and incentives over 15-20 years of \$29 million. The savings and State incentives are helping to pay for all of the work. The solar has a high cost of \$8 million but it will save over \$9 million over 20 years and produce about \$7 million in incentives out of that \$8.4 million total incentive. There are very favorable incentives from the State for about \$8 million for solar and energy efficiency. You have a district will a lot of older buildings and needs and we are able to couple the funding from the State with the savings opportunities that we have identified to get these goals addressed.

\$29 million in cumulative savings, a significant economic impact; there are a number of studies done on our industry and we are estimating over 200 jobs created from subcontractors and all that are involved in these types of projects. The ESIP statute requires that these projects be budget neutral so that is what we have been working with the district on. Delivering a budget neutral project that will go to a third-party engineering firm – DLB Associates. They are on the agenda for tonight as well as to the Board of Public Utilities which is the State agency that oversees this entire program.

We are focused on indoor air quality, temperature control, adding air conditioning, improvement lighting and also addressing the key capital needs that the district has. There are many conflicting needs within this school district's budget. This is a way to reallocate without pulling dollars away from student initiatives.

What we have on the agenda tonight is a resolution that would award a third-party verifier to DLB Associates – the district put out an RFP and there were about seven responses.

They are recommending DLB Associates to review all the energy savings calculations. If they approve the project then it goes to the State and the second request is if the Board is favorable to this project, give us a preliminary authorization to continue forward during the review process. It is not set in stone so we are open for feedback but we wish to continue in the process and if the Board is favorable, begin the review process.

Lisa Gorab stated the resolution tonight – it is not yet approving the energy savings plan, you will wait for the BPU to approve it and also for a third-party verifier to confirm the savings of the plan. The resolution tonight is preparatory and does not commit the Board to any specific action. In August, once we receive our approvals, we will be able to move forward in accordance with the schedule.

Dr. Francis stated you said that voting tonight is not committing us to DLB. Ms. Gorab stated the resolution does appoint a third-party verifier – yes that is an action that you will be taking tonight and you need to pay for that third-party verification.

Mrs. Richardson stated the third-party verifier, are they independent from your organization? Mr. Riggle stated yes – they are fully independent. They work for the district. The RFP was issued by the district, the district is paying them. Mrs. Richardson stated I'm just clarifying that for the members and the public because I heard this in our committee meeting.

Recently I read this is a very good opportunity to refinance bonds for schools and municipalities and I think we have gotten in under the wire. Seeing that was very encouraging that this could be a savings to taxpayer dollars. I'm glad we got in and it is a plus for the school district.

Mr. Nufrio asked was the selection of DLB at least vetted by the Bond Counsel because they are at the helm of our projects because the bonds will do some of the financing? Who did the selection of DLB? Ms. Gorab stated the proposal were sought for the third-party verification and we had 5-6 proposals, there was a matrix done on each of the proposals and we did go through all the proposals and we worked with the other proposals and the administration through the pros and cons of each and our personal experiences with each of these firms and we all agreed that DLB was the best proposal for the Board.

Mr. Tatum stated the June 2020 attendance for students – 95.2% (student attendance calculated using contact each day; if the parent/student made no contact, they were marked absent); attendance for staff – 98.7%.

Mr. Tatum presented the Student Safety Data System Report (SSDS) – Period 2 – 2019-2020 (formerly Violence and Vandalism Report) and Harassment, Intimidation and Bullying Report (HIB) – Period 2 – 2019-2020 – see agenda item E-7 and E-8, respectively, and appended to the minutes.

I want to thank everyone – staff, students and parent groups for the successful graduation on July 9th. Despite the limitations we had due to COVID-19 restrictions, those programs went off without a hitch. The programs were dignified, students were uplifted that they had the

activity and able to celebrate with their classmates in a public forum. Thank you all for the support in getting that program together and congratulations to our graduates of Union High School Class of 2020.

Some of the committees that we have in place that will be reporting tonight and there will be three presentations tonight. Our social emotional and wellness group that is chaired by Justin Ciaccio and co-chaired by Caesar Vega and there will be a presentation made by Jill Hall. The sanitation and safety wellness – Gayle Sumner and Brie Benaquista, co-chairs and they will make a presentation. Our education redesign committee is co-chaired by Alex Salas and Cheryl Fiske and they will be doing a joint presentation.

Presentation by Jill Hall from the social emotional committee – presentation appended to minutes and on ZOOM video on district website. A summary is below:

Academic, social and behavior support as outlined by the NJDOE – multi-tiered systems of support – in Union, schools are providing these tiered supports through RTI, I&RS, PBSIS and counseling support services: universal screenings – academic/RTI, teacher dialogue/conversation, developmental expectations, COVID Questions, trusted adult as part of system of response, intervention committee, BOE policy – Student Suicide Prevention and Crisis Intervention.

Collaborative problem solving teams have been formed by the BOE to include all stakeholders in the process of returning to school and providing social, behavioral, emotional and mental health needs of the students and families in our community.

Family engagement – a parent academy series being proposed by the committee. This series is designed to address any concerns that the community has and to provide resources for our students and their families.

Data based decision making – surveys and questionnaires, as well as feedback from stakeholders.

Wraparound support – the committee recognized the need to provide ongoing support for our families both inside and outside of school.

Each school will create a Zen Den/Reset Room/Mindfulness Space for students who are dealing with overwhelming emotion and need to decompress.

A morning meeting/talk circle/check in/zero period is recommended for each school. This provides staff the opportunity to recognize students who may be dealing with a situation that would benefit from intervention.

Each school will continue/expand their mentoring program.

A series of student academies will be planned to provide a platform for our students to share their experiences.

Mental health supports – counselors are preparing for students’ return to school with a variety of wellness initiatives and mindfulness programs.

Consideration for educator well-being: (provide time and space for individuals to process traumatic events, re-establish connections with one another; prioritize educator self-care and wellness through the summer and start of school year; support educators’ access to mental and behavioral resources and encourage to utilize services; a library of webinars for educators, families and students to access.

Mr. Tatum stated a lot of feedback was taken from the members. I know you had a number of participants – teachers, parents and administrators. We need this as a support piece for our students as we walk our way through this pandemic. Thank you for all your work and the committees.

Next is the sanitation and safety committee – Gayle Sumner and Brie Benaquista as co-chairs. Mr. Loessel, Supervisor of Buildings and Grounds, as well as numerous staff members and parents are involved in this committee as well.

Presentation by co-chairs, Gayle Sumner and Brie Benaquista from the Sanitation, Safety and Wellness Committee – presentation appended to minutes and on ZOOM video on district website. A summary is below:

The plan was developed in consultation with Union Health Department and follows the guidelines outlined by the CDC and the New Jersey Department of Education. The plan outlines the measures required to ensure a safe reopening of schools during the COVID-19 pandemic. Successful implementation of the plan is contingent on an educational plan that enables social distancing and to the extent possible maintain students and staff in small static groups.

Cleaning/sanitation/maintenance Plan – general sanitation practice by following CDC reopening guidance for cleaning and disinfecting public spaces, workplaces, businesses, schools and homes. Routinely clean and disinfect surfaces and objects that are frequently touched.

Cleaning/sanitation of areas with suspected/confirmed COVID-19 disease – following recommendations for U.S. Community Facilities with Suspected/Confirmed Coronavirus Disease 2019 (COVID-19). Close off areas used by the individuals with COVID-19 and wait as long as practical before beginning cleaning and disinfection to minimize potential exposure.

Personal PPE expectations – school staff and students are required to wear face coverings unless doing so would inhibit their health – documentation required.

Online screening-risk assessment questionnaire and temperature check – the questionnaire will be similar to the CDC’s Coronavirus self-checker – a fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, fatigue, congestion or runny nose, nausea or vomiting, diarrhea.

Mrs. Higgins stated I worked with someone whose daughter had a temperature and knowing that she had to go to work and she put Tylenol in her sippy cup. So how accurate is that going to be? Ms. Sumner stated these concerns are valid but we are following the guidelines and suggestions from the CDC. I know that has happened before. All nurses know that temperatures peak at about 12 noon when the 4-hour Tylenol starts to wear off. However, the parents will be required to sign a statement that the information that they provided us is true and correct to the best of their knowledge and they also have to state that they will be able to come pick up their child within 30 minutes. It would be impossible for a school building to take temperatures of all of the students before they enter the building so we will put the onus on the parents to do that.

Students/Staff/Visitors must complete the questionnaire and have their temperature taken prior to entering the building or boarding the school bus.

Contact tracing is the process used to identify persons who have come into contact with someone who has tested positive for COVID-19. The districtwide contact tracer is Linda Ionta. Linda Ionta should be provided with the following information when collaborating with the Health Department: identify of person, date the person was last in the building, type of interaction, how long in the building and if other persons in building have developed symptoms.

Special accommodations for staff – reasonable accommodations for staff with high risk conditions. Staff members must provide documentation from a healthcare provider.

Special accommodations for students – virtual only option for school will be available.

Attendance – staff/students will need excused absences related to CDC guidelines for COVID-19 illness and exposure isolation and quarantine requirements as informed by the local health department.

Isolation and exclusion policy – if a staff/student is suspected of having symptoms of COVID-19 by the school nurse, they must be placed in a designated isolation room and sent home.

Return to school – follow CDC guidance for discontinuing isolation and quarantine.

Confirmation of positive results – contact building and central office administration, the contact tracer will confirm with Health Department and guidance from Health Department and Contact Tracer, Central Office will decide how to implement the recommendations.

Security – visitors must have an appointment and wear a face mask; parent/teacher/guidance appointments should be done virtually or by phone; deliveries should be made through custodial doors; early dismissal – parent/guardian must wait outside.

Nursing plan – students and staff are encouraged to stay home if they are sick. New sick day rules to adhere to CDC guidance. Follow isolation and exclusion policy. Personal

protective equipment must be supplied by the district. School nurses require disposable gowns, facemasks, N95 masks, goggles, face shields and gloves.

Physical modifications to nurses' offices – isolation room, plexiglass barriers, hand sanitizer dispensing units, first aid stations will be placed outside the nurse's office and chairs should be placed outside of the nurse's office and 6 feet apart.

Sanitation – the nurse will notify the custodian when the isolation room has been used and must be sanitized between each use.

Community education – nurses will send educational materials to parents/guardians and students.

Recess/physical education – district must complete an inventory of outdoor spaces and mark off areas to ensure separation between students; recess must be staggered by groups and staff must disinfect playground equipment; district should consider closing locker rooms and encourage students to wear comfortable clothing and safe footwear to participate in physical education classes.

Transportation – there will be hand sanitizing stations at the entrance door and inside the break room; outside bathrooms used by employees must be cleaned more frequently; employees will be required to wear face masks and gloves; students being bused must wear a mask, use hand sanitizer, have temperature taken, remain 6 feet apart, board bus back to front, siblings may sit together and must face forward at all times; rows will be marked out where students should not sit; buses will be sanitized with a sanitizing sprayer; should a child present to the bus with a fever and parent/guardian is not present, the student will be placed on the bus 6 feet away with mask and face shield and then placed in isolation room; this plan may require 2-3 trips per school which may require review of bell schedule.

Physical modifications to buildings – signage in the buildings, reminders to wash hands, social distance and masks, one way hallways, cover coughs and sneezes, 6 feet distance, floor markers.

Food service – no family style, self-service and buffet style dining; plexiglass barriers at every register; pre-k-5 grades need scannable ID badges; purchase additional grab and go carts for meal service; purchase additional table units for each mobile grab and go cart; shift feeding utilizing various areas of the building.

Teacher/staff training – staff members should receive training prior to the first day of school – communicable disease training; confidentiality, laws and expectations; how and whom to report knowledge of COVID-19 illness; instruction as to new health office guidelines; nurse will train designated staff in proper temperature taking practice.

Field trips, extra-curricular activities, use of outside facilities and multiple building assignments – to the extent possible limit the amount of contact staff and students have outside of their cohort groups.

Code of conduct – update code of conduct to include consequences for not following social distancing and mask requirements.

School closure – district will follow school closure recommendations from the health department and NJDOE/NJDOH.

Community education/communication plan – district spokesperson – Mr. Tatum or Mr. Benaquista; designated as the central resource for all questions and inquiries; utilize mass emails, mass callings and district social media platforms to communicate; mask and PPE expectations; what a family should do if exposed to, have symptoms of, or have been diagnosed with COVID-19; new visitor policy; importance of contact tracing; ZOOM meeting to present plan to staff/community.

Mrs. Benaquista stated we appreciate everyone's help. Everyone was willing to answer our calls and questions and provided feedback and we hope we have covered everything and it is based on CDC guidelines and the New Jersey Department of Health. We have shared this with the Board of Ed and Central Office and they can make their tweaks and then have this available for everyone.

Mr. Nufrio stated I have never been so awestruck in the professional presentations that were just given to us. They need to be commended and Mrs. Benaquista and Mrs. Sumner, you did an excellent job and keep up the great work and this is what makes this a great district.

Mr. Tatum stated there was a question raised last week about whether or not we had professionals from the nursing field – as you can see and I have said on more than one meeting, these committees have been meeting weekly, nightly and they really put together a comprehensive plan for us.

What we are trying to do here is to address the concerns that have been presented from everyone. A question came up last week about collaborating with superintendents which we do every two weeks which usually was on a monthly basis. Everything we do, has to be unique to this district and we have a lot of challenges in this district. It is forgotten how many challenges we really do have. As we move forward tonight, how this all comes together to address the needs. The parent who mentioned transportation issue last week and how is she going to get her children to the different locations throughout the district. These are all real life issues. There are many families that have those concerns and all the concerns are being taken into consideration. The social emotion piece that we heard earlier and some of the issues we saw happen during the course of instruction – the need for more person-to-person communication. We deal with all these things and at the risk of going too deeply into it without having the presentation presented, I think it is time to call the redesign committee.

Mrs. Ruiz asked will we need to hire new custodial/building maintenance staff to implement all of these safety/sanitary protocols discussed? Do we know what the cost will be to implement these safety protocols? Mr. Tatum stated is yes we do need that personnel. Mr.

Taylor stated in response to those questions, I would suggest that you discuss that in closed executive session under the personnel exception.

Presentation by the Cheryl Fiske, Alex Salas (parent), Jennifer McCartney, Daniel Stabler, Eric Churus, Tammi Hussey (parent), Mary Beassley (parent), Paula Ahdrade (parent) and Jaclyn Vincent from the redesign committee – presentation appended to minutes and on ZOOM video on district website. A summary is below.

The redesign team was composed of 27 people – parents, PTA executive board members, faculty and staff. We also had all district vice principals, principals, supervisors, directors and administrators at all of our meetings helping.

The need for synchronous learning, safety first, considering students social/emotional wellness, thinking about our most vulnerable students, PPE, accountability of staff and students; just the framework of what the district schools would look like if we returned under a hybrid model or distance learning model. The last school year was a remote learning experience and we are pushing towards the distance learning model where there is a synchronous approach where there is real time questions and answers, students get to see their teachers and teachers get to see their students in person or through a virtual platform. We will certainly have some areas that still need to be addressed. We only developed the framework and then the other committees, district administrators, Board of Education will have to work with the County Board of Education, health officials and hopefully the UTEA and they will be the ones who determine the way in which our district will carry out whatever model they ultimately go with.

We used the results of two surveys – the reopening committee designed a survey and it was sent out on June 17th to all district staff, parents and students and then we used the virtual academy survey that was sent to parents on July 8th.

We are proposing that we offer a virtual academy where students would receive 100% virtual instruction by teachers. For in person instruction, we are proposing as a district returning to school with a reduced class size and in-person instruction would follow a hybrid model.

Hybrid Plan – A/B schedule – Group A would meet Mondays and Tuesdays and virtual Wednesday through Friday and Group B would be virtual Monday through Wednesdays and in-person on Thursdays and Fridays. That would allow for the building to have a deep clean between groups on Wednesdays and then Friday after school.

At the high school, the groups would be formed and scheduled by grade level. Only 9th and 10th graders would be in classes together and they would attend school in-person on Mondays and Tuesdays; then 11th and 12th graders would be together and they would attend in-person on Thursdays and Fridays.

Under the hybrid model – students would be expected to log in and following their daily bell schedules. On the distance learning days they would follow their regular bell schedule and attendance is taken each period.

Students with IEPs, individual needs will need to be addressed by the IEP team. Students should not share supplies and that would include art supplies, computers and even text books.

Lockers would not be used and teachers would be encouraged to use online versions of text books or alternate materials and no shared books in classrooms.

In person days staff would end instruction no more than 4 minutes early to allow students to wipe their desks with sanitizing wipes and then proceed to next class and that would stagger dismissal times for each class and reduce the amount of students in one area of the hallway.

Some hallways should be designated one-way hallways and signage is needed. Additional areas for lunch – possibly the small gym, outdoor space, the library or open classrooms. Cafeteria tables should not hold more than three to a table. Breakfast will be picked up from grab and go carts and eaten in homeroom or first period.

Then we need to address the need for Group B students to be served lunch on Group A days and vice versa. The home students would still need breakfast and lunch on those days. Breakfast and lunch can be offered at the same time according to a waiver on the USDA.

Distance learning days under the hybrid plan – follow a synchronous plan so students will log into each class following the bell schedule. Teachers can be teaching in one of three ways. Go live and recorded and posted for absent students or present a video of themselves live teaching and then stop and check throughout the period or conduct a flipped classroom so teachers will conduct a Google Meet and they can ask questions based on a prerecorded pre-posted lesson.

In the event schools close again completely, we would follow a synchronous plan but make the work load as manageable as possible.

On even number days, periods 1-4 and odd number days, periods 5-9 that would still be only four active periods because one would be their lunch period. We suggest a deadline for student work and a grading system for late work and all work be due by 4 p.m. Staff would be available from 9-2 each day. Staff should accept work late but assign a partial credit so it is standard and so students know what is expected.

Assessments should be announced and completed by 4 p.m. each day. There would be a maximum score if the student doesn't take the assessment by the deadline. There is a schedule for synchronous distance learning.

Similar to high school, the middle school model proposing will follow an A/B style schedule.

The number of students enrolled in the fully virtual option will reduce class size and take the remaining students and put them in small clusters to further limit exposure – clusters A, B, C, D.

Clusters A and B would meet in person on Mondays and Tuesday and be virtual Wednesday through Friday.

Clusters C and D would be virtual Monday through Wednesday and would meet in person on Thursdays and Fridays.

This reduces the population of the building each day by more than 50%. Each grade level will have these clusters. All clusters will have dedicated teachers.

The proposed schedule for Wednesdays would allow for deep cleaning of both buildings and will be an asynchronous learning day. Teachers would still be available through email or office hours for students and parents. It would be a planning day for teachers and a catch-up day for students. Dedicated for IEP meetings, parent conferences and grade level of department PLC meetings.

A Full-Day Hybrid – it would allow maximum instructional time and helping reduce the need for childcare for working parents on those person-to-person days each week. It will also create a consistent weekly schedule for each group of students.

In person days – all classes will be seen both days – follow the same bell schedule as last year. The only modification would be scheduling dismissal times and cleaning the tables and chairs after student use.

If the need to switch to a fully virtual learning plan, the hybrid plan can easily be convert. The students would remain in these clusters and follow the daily bell schedule to log into class.

Virtual learning will not be a replication of last year and expectations will be different. Students would be expected to attend classes following their daily bell schedule. Attendance will be taken during each class period.

Teachers will be able to use a variety of practices. There are a variety of programs to work live and the students follow on their home devices. Teachers can record their screens and post the videos for students to watch and complete their work. This is for students who cannot attend the live lessons. Teachers can address students questions via email or a chat as they watch the videos. Teachers can host office hours for students if they have questions. Teachers will also be able to flip their classrooms. There are many ways for teachers to use online schools to enhance learning done in the classroom as well. Online tools can help students review materials that was presented in class and teachers can use other websites to help students address social/emotional needs by giving them a place online to express themselves and associate with friends.

Live instruction – the teachers will be teaching the students. This plan is critically vital to help the student and teacher as they connect and communicate at the pace and capacity suitable for each student. It also provides students the ability to ask questions during the live session. The social/emotion interaction of the entire student body can be addressed. The ability

to meet both in person and virtually will expand that connection. A schedule allows accountability and consistency.

Consistency for students and family – is for the working parents that have report to employers or the self-employed parents; parents that need child care, parents that have children who attend multiple schools and for students themselves for daily routine and structure.

All proposals should have input from building administrators, department supervisors, special services, the UTEA and the Department of Health.

Elementary School Plan – the plan is the same as the high school and middle school plans with some minor changes. Jefferson School should either follow the middle school plan or the elementary school plan.

Hybrid Model – teachers and students will be in school two days a week and virtual three days a week. Students would be in school Tuesdays/Wednesday. The students opting for in-school instruction would allow for smaller class sizes to have 10 students or less in each class. We only need Mondays and Tuesdays for our students. The other days they will attend virtual academy with their classroom teacher. Students would have the same teacher all five days. Teachers can go live and conduct classrooms on the virtual days.

For lunch there are two options – Option 1 – due to low number of students in school, students will be able to eat in the cafeteria. The other option would be a bagged lunch that would be brought to the students in their classroom, to eat in the classroom.

Special area subjects – the teachers will post one lesson a week for each grade level on Monday in their Google Classroom. Building principals will create a special schedule for special area teachers to follow on Monday and Tuesday. Special area teachers will rotate classes. Wednesdays through Friday special area teachers will conduct a flipped classroom for students who did not have an in-school special on Monday or Tuesday.

G&T teachers will meet virtually once a week every Wednesday. Students will be assigned projects each Wednesday.

Support staff, counselors, case managers and secretaries will report to school on Mondays and Tuesday and work virtually Wednesday through Friday.

Start and end times should be staggered to avoid crowding. The plan for each building will be based on exit doors and the students in the building.

All of these proposals have areas of concerns and things that still need to be considered and addressed by parties other than the committee. These are not the final district plans. The Board of Education, health officials and the UTEA will determine the opening plan and the ways in which our district can carry it out.

Mrs. Minneci stated thank you to all the committee members and community for all your hard work.

Mr. Tatum stated thank you again to all the teachers, parents, administrators that worked together to come up with the tentative suggestions that were stated tonight. There is certainly more work to be done and that will begin tomorrow. I will be meeting with the association, the Board President and representatives to talk about how we take all this and make it fit. The Governor has enable a virtual component where parents can elect to do this and we have to reassess what our numbers are going to be like moving forward in light of all of these recommendations that were made.

Now think about housing students differently within their respective school buildings in the areas that they actually live in and expand the grade level beyond where they are right now only to accommodate the needs for transportation and the needs for families being able to have a school closer to home. The idea that this virtual component came out yesterday, depending on the numbers, that undertaking may or may not be necessary right now. I'm throwing that out there as another possibility in terms of structural organization to enable the district to operate safely and to prevent the spread of the virus as possible.

I thank everyone for all the hard work that they have done. Hopefully many of the concerns that were on the minds of parents and other individuals were answered.

Mrs. Minneci stated thank you to all the committees and members for all your hard work. We will get through all of this.

Education/Student Discipline Committee Resolutions:

Mrs. Ruiz gave an update on the Education/Student Discipline Committee meeting.

Mrs. Ruiz stated we discussed our summer learning program. Right now we have our bridge program which is doing both synchronous and asynchronous teaching and it is all virtual. We have 240 students enrolled in our bridge program and it is project based learning and we got a lot of good feedback from the parents on how well the virtual learning is going right now.

Our Title I summer programs – we have 262 students enrolled at the high school, 89 in the advanced courses program, 141 in the credit recovery program. All is being done virtually.

For the parents that were not aware of the class offerings in the enrichment program, I just want to let those parents who have children in the high school who are getting ready for the SAT or ACT, this summer we did offer an enrichment program to prepare for those two examines and that course offering will be offered in the fall as well and it will be virtual so that our students can take advantage of that program offering.

We have the SWAG program at Burnet Middle School which is the student with a goal and we have 178 students in that program.

The summer program at Franklin has 96 students enrolled and that is a STEM program with a social/emotional component – it is online also.

Pathways to the high school – we had rolled this out before we switched over to virtual learning and we met today and the pathways program will be offered and it will continue as it was described in our informational session. Currently we have 14% of our 9th grade students enrolled in the program. If your child is interested in enrolling in the pathways program, they still have time and they can enroll up to the end of the first marking period. To enroll, you can go to the district website and go under the programs tab or they can speak to their guidance counselor. If you are enrolled, the student will receive a packet in August. We have the four pathways – STEM, business, criminal justice and the arts. There is a pathways liaison and that individual will be an additional support person in addition to your counselors. They will meet with the students twice a year, help them plan scheduling for the upcoming school year to choose the correct electives for the pathway that they are enrolled in. The pathway liaisons will also set up guest speakers. They will also offer office hours for the students. The pathway is open to all students.

With regard to the virtual learning, we are doing professional development for all teachers in our district to work on virtual teaching and that happens every Wednesday.

The negotiations team has already met with the UTEA team twice regarding the teacher's contract – once in June and once in July. We are now waiting for new dates for our next meeting with the UTEA.

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Mrs. Ruiz, seconded by Mrs. Richardson, for adoption:

E-1. SUPERINTENDENT'S REPORT OF HIB

Superintendent's Report of Harassment, Intimidation and Bullying (HIB) for the period June 17, 2020 to July 21, 2020 (no HIB to report for this period) (*no vote required; for reporting purposes only*).

E-1A. AFFIRM SUPERINTENDENT'S DETERMINATION OF HIB

Affirm the Superintendent's determination of Harassment, Intimidation and Bullying (HIB) for the periods May 20, 2020 to June 16, 2020, in accordance with the information appended to the minutes.

E-2. APPROVE PARENT/PUPIL TRANSPORTATION CONTRACT – 2020-2021

Approve parent/pupil transportation contract for special education student attending NJEDDA High School at the rate of \$45.10 per day for the 2020-2021 school year, in accordance with the non-public information appended to the minutes.

E-3. APPROVE DISTRICT STUDENTS ATTENDING THE ARC KOHLER SCHOOL BE PROVIDED MEALS AT NO COST

Pursuant to N.J.A.C. 6A:23A-18.5, approve district students attending The Arc Kohler School be provided meals at no charge and in accordance with N.J.A.C. 6A:23-4.5(a)20 which

authorizes The Arc Kohler School to include costs of meals provided with the annual tuition rate charged for the 2020-2021 Fiscal Year, in accordance with the information appended to the minutes.

E-4. APPROVE NONPUBLIC ESEA/ESSA TITLE I AGREEMENT

Approve resolution and Nonpublic ESEA/ESSA Title I Agreement, in accordance with the information appended to the minutes.

E-5. APPROVE PLANNING FOR ADULT LIFE – ARC OF NEW JERSEY

Approve Planning for Adult Life, ARC of New Jersey, to provide for students in our district public schools for the 2020-2021 school year at no cost to the district, in accordance with the information appended to the minutes.

E-6. APPROVE STUDENT ENROLLMENT – VO-TECH

Approve students' enrollment for school year 2020-2021 AM and PM vo-tech, in accordance with the non-public information appended to the minutes.

E-7. APPROVE STUDENT SAFETY DATA SYSTEM REPORT (SSDS)

Accept the Student Safety Data System Report (formerly Vandalism and Violence Report) for period two of the 2019-2020 school year, in accordance with the information appended to the minutes.

E-8. APPROVE JUNE REPORT – NJDOE – HIB

Approve the Township of Union Public Schools June report presented by Superintendent as required by the New Jersey Department of Education of Harassment, Intimidation and Bullying (HIB). The report provides the public with the information collection from January 2020 through June 2020, as well as the number of incidents per school building, status of investigations, HIB investigators, nature of the HIB reports and the discipline resulting from the report findings. The HIB report also includes all training of school district personnel, building programs and assemblies during the time period, in accordance with the information appended to the minutes.

E-9. APPROVE CURRICULUM GUIDES

Approve the following Curriculum Guides:

1. History Through Media, Film, and Pop Culture
2. Advanced Placement Comparative Government
3. Advanced Placement European History
4. Advanced Placement Government & Politics
5. Advanced Placement Psychology
6. Advanced Placement United States History II
7. Cultural Studies
8. Economics
9. Honors Humanities
10. Humanities
11. Honors United States History II

- 12. Honors World History
- 13. Introduction to Law
- 14. Psychology
- 15. Sociology

E-10. APPROVE MEMORANDUM OF AGREEMENT – GOMO EDUCATIONAL SERVICES

Approve Memorandum of Agreement (MOA) between GOMO Educational Services and the Township of Union Public Schools to provide administrators’ training on cultural competency on July 27, 2020 and August 25, 2020 (funded through Title IIA), in accordance with the information appended to the minutes.

E-11. APPROVE MEMORANDUM OF AGREEMENT – GOMO EDUCATIONAL SERVICES

Approve a Memorandum of Agreement (MOA) between GOMO Educational Services and the Township of Union Public Schools for the period 2020-2023 to provide district equity leadership team training (funded through Title IIA), in accordance with the information appended to the minutes.

DISCUSSION:

Mr. McDowell asked if E-2 is paid directly to parent. Mr. Vieira stated that is correct.

AYE: Dr. Francis, Mrs. Higgins, Mr. McDowell, Mr. Nufrio,
Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: None

ABSTAIN: None

MOTION CARRIED

Fiscal and Planning Committee Resolutions:

Mrs. Richardson gave an update from the Fiscal and Planning Committee meeting.

Mrs. Richardson stated Mr. Vieira did say to us unfortunately due to COVID-19, but fortunately for the school district, we did save \$1.3 million which cannot be used until budget year 2021-2022 because the 2020-2021 budget was already approved. We saved money in utilities, maintenance and staff not being out sick as much so that will help us in the following year. We spoke about the legal fees and the number of cases we have. It was questioned – is this largest number of cases the school district has ever seen and Mr. Vieira stated in his time here it is a very large number. We have 23 open cases right now; 11 of which are special ed. This is the largest amount of cases and we have to keep that in mind when we are looking at the cost.

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Mrs. Richardson, seconded by Mr. McDowell for adoption:

F-1. TREASURER’S REPORT

That the preliminary Treasurer’s Report (Cycle #12) dated June 30, 2020 be accepted.

F-2. SECRETARY'S REPORT

That the preliminary Secretary's Report (Cycle #12) dated June 30, 2020 be accepted.

F-3. CERTIFY TREASURER'S AND SECRETARY'S REPORT

Pursuant to N.J.A.C. 6A:23-2.11(a), I certify that as of June 30, 2020 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of education pursuant to N.J.S.A. 18A:22-8 and 18:22-8.1.

/s/ Manuel E. Vieira

Manuel E. Vieira, Board Secretary

_____ Dated

Pursuant to N.J.A.C.6A:23-2.2(h), we certify that as of June 30, 2020 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.2(d)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator and Board Secretary and is assumed by the Board to be correct.

F-4. APPROVE APPROPRIATION TRANSFERS

Approve appropriation transfers in accordance with the information appended to the minutes.

F-5. APPROVE LIST OF CONTRACTS/PURCHASE ORDERS

Approve the attached list of contracts and/or purchase orders pursuant to the requirements of N.J.S.A. 18A:18A-5 (bid exceptions to requirement for advertising) and 18A:18A-10(a) (purchase through State agency; procedure), in accordance with the information appended to the minutes.

F-6. APPROVE DISTRICT WIDE TRAVEL AND RELATED EXPENSES

Approve district wide travel and related expenses pursuant to the requirements of N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7 and Board Policy File Code 6471 and in accordance with the information appended to the minutes.

F-7. PRE-APPROVE DISTRICTWIDE STUDENT FIELD TRIPS

Pre-approve districtwide student field trip destinations and purposes pursuant to N.J.A.C. 6A:23A-5.8 in accordance with the information appended to the minutes.

F-8. APPROVE LIST OF 2020-2021 STATE CONTRACT VENDORS

Approve the list of the 2020-2021 State Contract Vendors pursuant to N.J.S.A. 18A:18A-10(a) (purchase through State agency; procedure) to facilitate schools' purchasing, in accordance with the information appended to the minutes.

F-9. APPROVED LIST OF CONTRACTS/PURCHASES (STUDENT ACTIVITY)

Approve the attached list of contracts and/or purchases pursuant to the requirements of N.J.S.A. 18A:18A-5(21) (paid by funds raised by or collected by students), in accordance with the information appended to the minutes:

School	Account/Department	Vendor/Description	Amount
Kawameeh Middle School	26/Principal	Jostens – final payment for 2019-2020 year books	\$2,413.25
Union High School	2077/Music-Theatre	4Wall Entertainment-lighting rental for spring production	\$3,966.64
Union High School	2077/Music-Theatre	11 th Hour Design – marketing and set building materials for spring production	\$4,265.00

F-10. APPROVE 2020-2021 OUT-OF-DISTRICT STUDENT PLACEMENT LIST

Approval be given to amend the 2020-2021 out-of-district student placement list, in accordance with the information appended to the minutes.

F-11. APPROVE RESOLUTION INCREASING BID THRESHOLD – WITH QPA

Approve resolution increasing bid threshold with Qualified Purchase Agent (QPA) to \$44,000, in accordance with the information appended to the minutes.

F-12. APPROVE UHS SENIOR SCHOLARSHIP AWARD – MARGARET FEKETE FUND

Approve the Senior Scholarship Award amounts for the Union High School graduates from the Margaret Fekete Fund, in accordance with the information appended to the minutes.

F-13. APPROVE JFK JOHNSON REHABILITATION INSTITUTE – PART-TIME CAREER DEVELOPMENT

Approve JFK Johnson Rehabilitation Institute to provide part-time career development services to students in our district public schools for the 2020 ESY program not to exceed \$3,000.00 (Acct. #11-000-216-320-01-19/7043).

F-14. APPROVE MARILYN KUBICHEK MD, FAAP – NEUROLOGICAL EVALUATIONS

Approve Marilyn Kubichek MD, FAAP to provide neurological evaluations at the rate of \$600.00 per evaluation for the 2020-2021 school year, not to exceed \$25,000.00 (Acct. #11-000-219-320-01-19).

F-15. APPROVE TEAM SCHOOL PHYSICIAN – GILSENAN

Approve Dr. Michele Gilsenan as the Team School Physician for athletics for the 2020-2021 school year at an annual rate of \$8,500.

F-16. APPROVE CHIEF MEDICAL INSPECTOR – MULLICK

Approve Bharati Mullick, M.D., as Chief Medical Inspector pursuant to N.J.S.A. 18A:40-1 for the 2020-2021 school year at an annual fee of \$22,000.

F-17. *For informational purposes only – vote not required.* List of legal services for the 2019-2020 fiscal year, in accordance with the information appended to the minutes.

DISCUSSION:

None

AYE: Dr. Francis, Mrs. Higgins, Mr. McDowell, Mr. Nufrio,
Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: None

ABSTAIN: None

MOTION CARRIED

Operations Committee Resolutions:

Mrs. Richardson presented the Operations Committee agenda. With respect to O-5, O-6, O-7 and O-8 – she asked Mrs. Minneci for guidance on the agenda items that needed professionals.

Mr. Taylor stated this is in accordance with your Policy 9130 – the Board establishes an ad hoc committee. To my understanding the Board did establish ad hoc committees to review those RFPs amongst Board members, Superintendent and Business Administrator. The policy references the committee making a recommendation to the Board – jointly with the administration, Superintendent and BA for the entire Board’s consideration. If the committees met and there was a consensus of the committee for a particular vendor, that could and should be the recommendation from that committee. If there wasn’t a consensus of the committee, there can be a discussion amongst the full Board for a recommendation to be made at tonight’s meeting.

If there is a motion to insert a name for a vendor for those spots, that can be done at this time.

Mrs. Minneci asked is there a motion from anyone or can we hold these until our discussion later? Mr. Taylor stated you can do it now or later. I think Mr. Nufrio wanted to do it now. If you have a name you can make a motion now.

Mrs. Higgins stated I can make the motion now if you want me to. Mrs. Minneci stated if your committee would like to submit a name to be voted on; otherwise, there may be one or two that we may be discussing with the full Board later. It is up to you. Mrs. Higgins stated I don’t think there was a consensus. I will wait.

Mrs. Minneci stated how do we do this. Mr. Taylor stated you have O-5 – auditor – was there a consensus for the auditor? Mrs. Richardson stated I’m not sure. Mr. Taylor stated legal services – O-6? Mrs. Ruiz stated we presented two vendors to the entire Board and I thought we would vote between those two vendors. Mrs. Minneci stated do we want to put them on. I know who I would nominate. Mrs. Ruiz stated I thought we would put both names on it and whoever got the most votes. Mr. Taylor stated it wouldn’t be both names pursuant to Robert’s Rules of Order, as well as your Policy 9130. Whoever is on the committee and/or a Board member should make a motion to recommend a particular firm and then do a roll call from there. If there was a consensus of the committee if there were three people on the committee, if 2 of the 3 were

in favor of one vendor, then that would be the consensus of that committee and that vendor should be nominated first. If that vendor does not receive the majority of the members present and voting, then you move on to the second one. According to your policy and the way you operate, your committees make recommendations. To the extent you have an odd number of members of the committee or even number and more are in favor of a versus b than that is procedurally how you should proceed.

Mrs. Minneci stated I am going to recommend for legal – Florio, Perrucci, Cappelli. Mr. Nufrio stated in the committee meeting we had, I believe Mrs. Richardson did indicate that she would be favorable towards a lower fee with regards to proposals submitted. I agreed. Mrs. Richardson stated at that meeting I was asked who I was going to present, I didn't hear your agreement with that.

Mrs. Richardson stated we are in agreement that it is going to be Suplee Clooney and Mr. Nufrio stated I second that. Mr. Taylor stated there is a motion on the floor for Suplee Clooney for the auditor.

Is there a motion and a second for legal services? Let's just do a motion and a second for the names for these professionals or if you want to hold it until later. Mrs. Minneci stated I made a motion for Florio, Mrs. Richardson stated second. Mrs. Williams is on that committee. Mrs. Ruiz stated I think Mrs. Williams seconded it as well.

Mr. Taylor stated for healthcare brokerage services? Mrs. Higgins stated I would recommend Fairview for healthcare. Mrs. Richardson asked do you have to be on the committee? Mr. Taylor stated what we are trying to do is get a consensus of the committee. Was there a consensus of the committee for that vendor or any input from administration on that vendor? Dr. Francis stated I did not support Fairview for several reasons. Mr. Nufrio stated the committee discussed the positives and negatives. I will second that.

Mrs. Minneci stated the last one is property casualty. Mrs. Higgins stated I feel there is a bonus with going with Fairview/Acrisure – putting our coverages with the same broker. Mr. McDowell stated that committee has not met yet. Mr. Taylor stated if that committee hasn't met then it is up to the will of the Board if you want to act on it this evening or do you want to table until the committee meets? Mrs. Higgins stated my opinion is that we should meet before we talk about it.

Mr. Taylor stated you have recommendations from the respective committees for O-5 – auditor, O-6 – legal counsel, O-7 – healthcare and table O-8 – property casualty.

Mr. Benaquista stated I think they have O-7 and O-8 confused. Mr. Nufrio stated I need to withdraw my second since we are going to be tabling it. Mr. Taylor stated you are tabling O-8 which is the property/casualty until the committee meets and to make a recommendation at the next Board meeting.

Mrs. Richardson stated would that mean we wouldn't have insurance from July 1st to the next meeting? Mrs. Higgins stated the insurance will never lapse. Mr. Taylor stated I would

defer to your Business Administrator but essentially you have coverage and the broker helps you manage and shop for different rates and manage claims. I would recommend that you meet as soon as possible and appointments as soon as possible for O-8.

Mr. McDowell asked for O-7, were there any other RFPs besides Fairview? Mr. Vieira stated the current broker bid. My recommendation is to keep working with Willis. At this point, it wouldn't be a good idea to change. The pricing was similar between Fairview and Willis – no difference in price. Our current healthcare broker is Willis. Mr. McDowell asked why would we switch. Dr. Francis stated I wanted to talk about that but Mr. Taylor held me back. Mr. Taylor stated what I was suggesting and I was getting ready to chime in now, what we heard was a consensus of the committee to go forward with a different vendor. If there are questions from Board members, I'm not saying you can't ask them, I'm suggesting that we talk about that in closed executive session with respect to the nuances. If there are questions and/or concerns from other Board members, let's hold O-7 for closed session.

Dr. Francis stated you are asking the chairs to put whatever recommendations they have out there and then you are going to speak about this in closed session so we can apprise the whole Board on why we are recommending that. We should have done that before hand before we got out here and allow Nancy Minneci, Sherry Higgins and Linda Richardson to put out who they wanted. Mr. Taylor stated respectfully, I hear you but that is not fair statement. In order to get an item on the table, you have to move it and second it. With respect to the discussion or questions about rates which are negotiable, that is appropriate for discussion in closed executive session. The Board is operating within the parameters of the law and ethics by having that discussion. Pursuant to your policies, the committees can make recommendations. If they are general questions, we can talk about it in public but talking about rates and to the extent that those are fluent because in professional services, price is not the controlling factor. To the extent that there are nuances with those issues, that is appropriate for discussion in closed session. There is nothing procedurally improper, no disenfranchisement of the public, there is no prejudice to the Board members by conducting business in this manner. Mrs. Higgins stated I believe healthcare and PLC together is a conversation for who we would recommend and not necessarily individually. There is an advantage to using one broker for multiple lines coverage.

Mr. Taylor asked Mrs. Higgins are you withdrawing your motion for Fairview – O-7 and table that also? Mr. Nufrio stated point of order – there is a second on O-7. Mr. Taylor stated I'm aware of that Mr. Nufrio, I was just trying to clarify what Mrs. Higgins statement was. Mrs. Higgins stated I am not. If they wanted to discuss it further, I would withdraw but that will be my recommendation regardless.

Mr. Taylor stated to the extent there are questions about the rates and the different vendors, we can withdraw it for now and discuss it in closed session. If not, you can move forward with your roll call on O-1 through O-7.

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Mrs. Richardson, seconded by Mr. Nufrio for adoption:

O-1. APPROVE SECURITY DRILL/BUS EVACUATION REPORTS

Pursuant to N.J.S.A. 18A:41-1 and P.L. 2009, Chapter 178, approve the following security drill and bus evacuation reports for the 2019-2020 school year, in accordance with the information appended to the minutes.

O-2. APPROVE GATEWAY FAMILY YMCA FIVE POINT BRANCH – 2020-2021

Approve early care and aftercare contracts with the Gateway Family YMCA Five Point Branch for the 2020-2021 school year, in accordance with the information appended to the minutes.

O-3. APPROVE RESOLUTION APPOINTING THIRD-PARTY VERIFIER AND AUTHORIZING SUBMISSION OF PLAN – DLB ENGINEERING

Approve resolution of the Board of Education of the Township of Union, in the County of Union, New Jersey appointing a third-party verifier – DLB Engineering, authorizing the submission of preliminary energy savings plan to the third-party verifier and the New Jersey Board of Public Utilities in connection with the undertaking of an energy savings plan and other actions in connection therewith, in accordance with the information appended to the minutes.

O-4. APPROVE RENEWAL OF MEMBERSHIP – NJSIG

Approve Indemnity and Trust Agreement Resolution with New Jersey Schools Insurance Group (NJSIG) to renew membership for the period July 1, 2020 through July 1, 2023, in accordance with the information appended to the minutes.

O-5. APPROVE AUDITOR– SUPLEE CLOONEY & CO.

Approve the auditing firm of Suplee Clooney & Co. for the period of July 1, 2020 to June 30, 2021.

O-6. APPROVAL LEGAL SERVICES – FLORIO PERRUCCI ET AL

Approve the law firm of Florio, Perrucci, Steinhardt, Cappelli, Tipton & Taylor as the Board Attorney for the period of July 1, 2020 to June 30, 2021.

O-7. APPROVE HEALTHCARE BROKERAGE SERVICES – FAIRVIEW INSURANCE

Approve Fairview Insurance as healthcare brokerage service for the district for the period July 1, 2020 to June 30, 2021.

O-8. APPROVE PROPERTY/CASUALTY/WORKERS COMPENSATION BROKERAGE SERVICE - _____

Approve _____ as the property/casualty/workers compensation brokerage service for the district for the period July 1, 2020 to June 30, 2021. (*agenda item tabled until next meeting*).

DISCUSSION:

Dr. Francis stated speaking of the auditor, we have Suplee, Clooney several years and we got rid of them and chose Niscivocci. Why are we going back to Suplee, Clooney. There was a reason why we changed. I know Mrs. Richardson you said there is some food services that they

will do for free. Niscivocci is charging us for that food service and it comes out to about \$8,000. Mrs. Richardson stated \$9,300 and then it goes up each year.

Dr. Francis stated you were not on the Board and for me I don't see why we are going backwards because of the deals that they weren't offering us. In terms of O-7 – the healthcare broker, I agree with Mr. Vieira that the monetary value difference between these two are minuscule and Fairview is such a small company – Willis Towers offers more. Willis Towers negotiated our decrease in our dental benefit premiums, they were responsible for the movement of Delta Dental to Horizon and also increased the OMNIA and EPO enrollment for us during that time period. The only thing Fairview has done in terms of why I think some consideration is given to them is because of the political contributions that they have made to several political candidates that eventually funnels the money back to Board of Ed members. I think that to me doesn't look good. Mr. Taylor stated Dr. Francis – pursuant to the procurement process that has been managed and administered by your Business Administrator, there are political contribution disclosure forms. Dr. Francis stated I'm bringing those up. Mr. Taylor stated I'm trying to advise the Board – the procurement process has been administered in a fair, legal, ethical and equitable manner. For purposes of the Board of Education, the procurement process has been administered in a fair legal and ethical manner.

Dr. Francis stated all I'm saying is they gave political contributions which gets rolled down to Board of Ed members and it doesn't look well because it comes across as a pay-for-play and I'm not being a part of it. Mr. Taylor stated there are election law enforcement commission guidelines that have all been complied with. If they weren't complied with the vendor would not be under consideration. Dr. Francis stated Mr. Taylor maybe you should advise certain Board members that they shouldn't vote on certain things. Mr. Taylor stated there are no legal prohibition from you or anyone else voting – as long as the contribution is in accordance with the law. If you as a Board want to adopt a policy that bans contribution, that maybe your prerogative but in the absence of same, as long as any vendor and any Board member acts in accordance with the current state of the law, that is not unethical, illegal – that may be your personal (inaudible) on behalf of the Board and/or the oath that you have to enforce current policies.

Mrs. Higgins stated you are entitled to your opinion and I'm going to say when it comes to insurance companies, I really do know my stuff and whether someone contributes to a campaign or they don't, it has nothing to do with me. I could care less. It has nothing to do with that. It all has to do on how that company or that broker is going to serve the district. I really take offense, insurance is my business. Dr. Francis stated you may take offense to it and that is your prerogative but as far as I'm concerned, I'm just pointing out the facts.

Mrs. Richardson stated I don't know of any contributions when this policy came into effect. It was discussed in a Board meeting that we are supposed to be looking at the RFPs for the best possible price or cost for the Board of Education to save money. When I reviewed the RFPs I had – both companies are very good companies but when I reviewed the pricing and I see one is much more expensive than the other and I see that their additional fees are higher – this is just a synopsis of what I read but when I go into it deeper with Nisivoccia, the partners come in at a lot on a lot of things. Suplee and Clooney – what they had proposed was more of instructing

employees in the school district on how to do things so they don't have to come in more and that is why I made my decision. I don't know who is making contributions to who.

Mrs. Higgins stated it is a great point but when I looked at everything it wasn't price, there are a lot of services and extra in value that certain brokers can do for us. Only one firm disclosed that they made political contributions when we know that they all did and that is something that I don't take into consideration.

Mr. McDowell stated I think we should table O-7 until we can discuss this among ourselves. I'm in agreement with Dr. Francis that there are layers that need to be explored before we vote on this. If you are comfortable with these layers, then fine. I would at least like to discuss those layers. I would recommend that we discuss O-7. Mrs. Minneci stated if we are going by what we originally said that if it was the majority of the committee recommending it than we just vote and if passes it passes and if it doesn't, it doesn't.

AYE: Dr. Francis, Mrs. Higgins, Mr. McDowell, Mr. Nufrio,

Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: Dr. Francis (O-5, O-7), Mr. McDowell (O-5, O-7), Mrs. Ruiz (O-5, O-6, O-7)

ABSTAIN: None

MOTION CARRIED

Personnel Committee Resolutions:

Upon recommendation of the Superintendent of Schools, the following resolutions were moved by Mr. McDowell, seconded by Mrs. Ruiz, for adoption:

P-1A. PERSONNEL ACTIONS – NEW HIRES

Personnel Actions-New Hires be approved in accordance with the information appended to the minutes.

P-1B PERSONNEL ACTIONS – EXTRA PAY

Personnel Actions-Extra Pay be approved in accordance with the information appended to the minutes.

P-1C PERSONNEL ACTIONS – TRANSFERS

Personnel Actions- Transfers be approved in accordance with the information appended to the minutes.

P-2. APPROVE UPDATED CENTRAL OFFICE RESOLUTION

Approve updated resolution providing salary and benefits for all staff in Central Office for the period from July1, 2020 to June 30, 2021, in accordance with the information appended to the minutes.

P-3. ACCEPT LETTERS OF RESIGNATION/RETIREMENT

Accept letters of resignation/retirement from the following staff:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Eff. Date</u>	<u>Reason</u>	<u>Notes/ Corrections</u>
Coppa, Anita	P/T Bus Aide	Transportation	6/18/2020	Resignation	
Cumberbatch, Zuricka	P/T Bus Aide	Transportation	6/24/2020	Resignation	
Elliot, Kenneth	Security Officer	Jefferson	6/16/2020	Resignation	
Outler, Kristen	Teacher of Special Education	BMS	9/1/2020	Resignation	*Correction to previously posted resignation date. Correct resignation date is 9/1/2020.
Vicidomini, Stephanie	Leave Replacement 12 Month Secretary	Hamilton Special Services	7/15/2020	Resignation	Letter indicates last day of work will be 7/15/20
Wills, Connor	School Counselor	Union High School	7/1/2020	Resignation	

P-4. APPROVE LEAVES

Approve leaves for the following staff:

Name	Position	Location	Leave Dates	Leave Type Regarding updated info only.	Notes/ Corrections: All tentative approvals are pending required documentation.
Johnson, Ralph	Custodian	Washington	6/29/20-11/30/20	Medical Leave followed by Unpaid FMLA and Non FMLA.	Time beyond the 12-week FMLA entitlement will be a non FMLA leave. Previous NJFLA request has been updated to end on 5/28/20.
Havyar, Amanda	Elementary Teacher-RTI	Hannah Caldwell	Extension Through 6/30/21 Return: 9/1/21	Extension of Unpaid Non FMLA/Non NJFLA Child Rearing leave	FMLA/NJFLA Time is exhausted. Org. leave began on 9/1/2019.

Katz, Julie	Elementary Special Education Teacher	Connecticut Farms	Extension Through 12/31/20 Return: 1/2/21	Extension of Unpaid Non FMLA/Non NJFLA Child Rearing leave	FMLA/NJFLA. Time is exhausted. Org. leave began on 11/4/2019.
Mendes, Jessica	Elementary Teacher	Franklin Elementary	9/16/2020- 1/25/21 Return: 1/26/21	Paid Child Rearing Leave followed by Unpaid NJFLA/FMLA (Concurrently)	FMLA/NJFLA (concurrently) Entitlement not to exceed 12 weeks.
Sterling, Tara	Television Production Teacher	Union High School	9/8/2020- 12/7/2020 Return 12/8/2020	Paid followed by Unpaid NJFLA/FMLA (Concurrently)	FMLA/NJFLA (concurrently) Entitlement not to exceed 12 weeks.

P-5. APPROVE UHS ATHLETIC EVENT STAFF ASSIGNMENTS

Approve Union High School Athletic Event Staff Assignments for the 2020-2021 school year, in accordance with the information appended to the minutes.

P-6. APPROVE ATHLETIC EVENT STAFF FEES

Approve Athletic Event Staff Fees for the 2020-2021 school year, in accordance with the information appended to the minutes.

DISCUSSION:

None

AYE: Dr. Francis, Mrs. Higgins, Mr. McDowell, Mr. Nufrio,
Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: None

ABSTAIN: Mr. Nufrio (Employee 10897)

MOTION CARRIED

Policy Committee:

Residency Committee Resolutions:

Technology Committee

Dr. Francis gave the following update from the Technology Committee meeting:

Old Business - Summer projects

- The main focus in June will be cleaning and redistribution of Chromebooks for the virtual summer program; Update: UHS, BMS, KMS, Jefferson, and WES Chromebooks are

cleaned. In the process of separating Chromebooks that were collected to the correct assigned buildings; Update: Will begin working on PCs located in offices at the schools for cleaning and updating.

- Technology purchases from the CARES grant - Update: Due to an increase in the cost of the Chromebooks, the CARES ACT monies purchased 1801 Chromebooks. The ETA of the devices is the end of July. The purchase of hotspots for parents is placed on hold at this time.
- Chromebooks for the high school - Update: Of the 2400 Chromebooks, the ETA is August for 1950 of these devices. The additional 450 devices ETA is September. Due to the high school current older fleet, the district will be able to fulfill the need of the UHS students for September 2020. An exchange will be done during the school year for the old 450 Chromebooks to the new devices when the delivery is made.
- Replacement of the district virtual server system - Update: Equipment has been received. Will begin the project in the next 2 weeks
- WiFi infrastructure upgrade at elementary schools - Update: Working on project management of Aspire to get this done. This is an Erate project.
- Load balance for Internet access - Update: In the process of installing additional 5GB Internet access at Jefferson School. This will be for both load balancing and redundancy of Internet services for the school district.
- Working on current proposals for district telephone and notification systems - Update: Funding of the project will be done via the Alyssa Law Act.
- Recycling of old technology equipment - Through online auction sold additional recycle technology for \$2900. Total received for recycled tech equipment is \$6863.00
- High School students for summer IT assistance
- T3 and PD for teachers - Craig

New Business

- Investigating a new district website that formats correctly for all mobile devices.
- Move from Systems 3000 for payroll and personnel to Genesis during the 2020-2021 school year.
- A new fleet of Chromebooks for middle schools during the 2020-2021 school year.
- Hiring of additional IT staff in the future – a lot of things to managed – devices, software systems – they need more personnel at some point
- Interoperability between district workflow systems – Genesis, Transfinders, NutriKids, TLC, Clever single sign on

Mrs. Ruiz asked will there be CAD software uploaded to the students Chromebooks for virtual learning? We didn't have the CAD software when we were remote learning at the end of this school year and that was a bit of a challenge to the students. Since we are looking at some type of hybrid schooling starting this new school year, I was just wondering if there was any discussion in the technology meeting about how we are going to get that software to the CAD students for this school year so they can work at home. Mrs. Paul stated we didn't discuss it but we will take that under advisement and consider it. The plans were just talked about what the

schedule was going to be like. We will talk about it with consultation with the high school principal and staff and Central Administration staff and Mr. Wojcik.

Upon recommendation of the Superintendent of Schools, the following resolution was moved by Dr. Francis, seconded by Mrs. Williams for adoption:

T-1. APPROVE PARTICIPATION IN NON-BINDING COOPERATIVE PURCHASE AGREEMENT – NJECC

Approve participation in non-binding cooperative purchase agreement with New Jersey Educational Computing Cooperative (NJECC) for the 2020-2021 school year.

DISCUSSION:

None

AYE: Dr. Francis, Mrs. Higgins, Mr. McDowell, Mr. Nufrio,
Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: None

ABSTAIN: None

MOTION CARRIED

Approval of Bills:

Upon recommendation of the Superintendent of Schools, and moved by Mrs. Richardson and seconded by Mrs. Higgins, that the Board concur with the bills listed in the permanent bound register appended to these minutes and be ordered for payment.

DISCUSSION:

None

AYE: Dr. Francis, Mrs. Higgins, Mr. McDowell, Mr. Nufrio,
Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: None

ABSTAIN: None

MOTION CARRIED

Unfinished Business:

Mrs. Richardson stated when we decided to do these RFP's and go through them, I thought the purpose was to find the most cost effective measures for the school district. I was unaware of any political contributions. I did a lot of work in reading every single RFP and each were about 81-90 pages. See such a big difference between Niscivoccia and Suplee Clooney, in my opinion I thought they were both good companies and have good reputations, I'm concerned. They are both reputable. Are we looking for the best dollar? Or are we looking for something else? We need to save money. We have to check all the RFPs. We have to have RFP committees. We met as committees. We put the time in. It is disheartening to find out that is not the case.

Dr. Francis stated that is all dandy what you are saying. I have been the biggest, besides Mr. Monge when he was on the Board, talking about going out and trying to save money with RFPs. Where was your voice and the other Board member voices over the past year that we had all these contracts being awarded and no RFP was put out. Now for you to say you are being naïve and you didn't think it is about contributions – it is. We got rid of Suplee Clooney because of the fact that they were not doing what they were supposed to be doing. We weren't getting our moneys worth and that is why we went with Niscivoccia.

Mrs. Minneci stated let's have some decorum here. Everybody has their chance to speak.

Dr. Francis stated I'm finishing what I had to say. When you have your own Business Administrator saying that the money you are paying currently to Willis and Tower, it was the same as what Fairview was offering but Fairview is such a small company. If you look through the stuff they are small company and Willis Towers was giving much better services and can provide more larger. Ask your Business Administrator. To me you want to hide behind a money issue right now – of course we are supposed to be saving money. I'm not going to spend more money on services that we got from Suplee Clooney that wasn't good. I'm not throwing good money at the bad services. I'm not doing it.

Mrs. Richardson stated I'm not aware of the bad services that we had. Dr. Francis stated because you weren't on the Board. Mrs. Minneci stated you did what you needed to do Mrs. Richardson. You did the best job you knew how to do and you did it. Mrs. Richardson stated I tried and I thought the money was a big difference and that was thinking. Mrs. Minneci stated you did what you thought was best and I commend you for that.

Mr. Taylor stated technically this is old business in the sense it was voted on this evening. Mrs. Richardson wanted to speak earlier and Dr. Francis reiterated his opinion. Mrs. Minneci stated let's move on. Mr. Taylor stated the vote was what it was. There was discussion during that time. There is no reason to explain why you voted for or against a vendor.

Mrs. Minneci stated at the last meeting, at closing, I just wanted to thank Mr. Hoyt, Mrs. Osty, Mr. Rettino, Ms. McClean and all her people – graduation was wonderful. I was at all four ceremonies. You did a great job. The kids – I commend them for how they behaved, they were so excited, it was the hottest day other than today. It was wonderful. I said it last week. Thank you all for doing a great job and making it so special for our seniors.

New Business:

Mr. Nufrio stated I saw an article that indicated that the Governor is going to put out some guidelines. Have you received anything yet or is that still pending? Mr. Tatum stated I heard it was going to be later in the week. As of today I have not received anything. The only thing I had new was virtual learning is something many parents can elect to do before it was kind of controversial. I did hear that there would be more guidance coming out. Mr. Nufrio stated I thought you would get premature information. With regard to the comment regarding the technical aspects of successfully accomplishing virtual and remote learning and teaching, I believe there may be money towards the districts to assist in purchasing the technical equipment that is required because the kids should not be sharing any equipment until this epidemic is under

control. We need to take all the precautions. I would urge you to do as much of an inquiry as to what the Department of Education is looking to do to help the districts to accomplish this along with legislatures.

Mrs. Minneci stated Board members, please put your cameras on.

Mrs. Richardson stated I would like to commend the teachers of the Union School District for jumping in there with COVID-19 and trying to do the best they could to provide an education for our students over the last five months and they looking towards better ideas and better ways of educating the children in the fall in whatever means that they can do so. I think we are very fortunate as a school district to have such devoted teachers that commit as much time and interest and compassion for the students of this district. I'm thankful for the administrators and Superintendent Tatum and our two Assistant Superintendents, Annie Moses and Gerry Benaquista for all the support that they give to the teachers to allow them to move forward.

Mrs. Minneci stated a shout out to the rest of the staff – everybody that works for the district – the buses, the schools, maintenance, everybody – where would we be if we didn't have such a great staff. Thank you.

Comments from the Public:

Latersia Lopes stated I wanted to thank all the teachers and everybody to come out with that plan I think it is an awesome plan. I hope we can make it work. If not, the plan over the computer sounds good to me too. Whatever you decide, I just want to thank everybody for the time spent doing all that. There is usually bad campaigning done in this Town. The Board President and Vice President campaigned and said they were going to lower my taxes – I have been saying this at every meeting. You don't have the power to lower nobodies' taxes. Please stop campaigning to win something that you don't get paid for and you are supposed to be doing this for our kids. Stop lying. Stop doing things you are not supposed to be doing. Let's do this for our kids, not for you or somebody else. If you don't have kids and you don't have anything to do with the district, then quit and give up and give your sit up to someone who cares and that is a parent.

Susan Lipstein stated I was very impressed by all the plans that were presented tonight. I know some of the people that worked on them and I know how good they are. I want to congratulate them because it was a lot of hard work. I know that the committee that was working on sanitation, I don't recall if they mentioned the new information that COVID could be spread through heating and ventilation systems. I think that is another aspect to look at in our district because if that is true we need to take a look at filtering and the system we use when we open the schools. The hybrid plan and the virtual learning – there is so much that we have to get done in such a short time. Some parents are going to need to go back to work five days a week and they need a place for their kids to be safe. If there is a way to combine the hybrid, where you think that there may not be that many kids that go in person, because they really need five days a week to go into the schools and do virtual learning as well where someone is watching them and cared for. Some parents are going to need that. I'm hoping you can take a look at that and maybe a possibility to try to work something out. I wish you all the best of luck in coming

up with these plans because this plan can take years to do and we have seven weeks. We have a big job ahead of us. I hope to see success.

Danielle Stabler stated as a parent of a young child soon to be a first grader in the district – I know that the plans were just a preview and a piece of larger plans that we wrote, I really hope that members of the Board have an opportunity to review them in their entirety, including what we wrote about the option for returning traditionally to school. I hope that it is strongly considered that elementary students are allowed the maximum amount of time physically in school while following CDC guidelines and American Pediatrics recommendations. I have seen the need in my child for formal schooling and I'm working to address this as a parent but it can only be addressed properly by returning back to school in some fashion. I'm really concerned for myself, as many other worker parents are, as a possible return where my child is only in school two days a week. I'm picturing that he will be home the same days I am and I'm going to be teaching synchronous lessons to my 8th graders on one computer while he is doing first grade classes on another computer and that is a very overwhelming feeling. I really hope that we can consider the social emotional needs and the academic needs of these young kids and that we remember that the curve is being flattened and it has been flattened and that sending these students back to school in a traditional sense is really the first step in reopening many facets of our economy and trying to move forward. Young children are known to be at the least risk for COVID and that these risks can be mitigated safely to ensure that they get back. I hope that is being considered.

Patrick Brooks stated thank you for the plans that have pitched – a lot of work did go into them. I was hoping to hear more about the virtual plan. We got the notifications a couple of weeks ago that they were taking a poll on how many people wanted to do virtual learning or would consider it. I was told it was “surprising” how many parents were or opted for it and then it is interesting that Mr. Tatum just happened to say that the head of the State said that virtual learning was going to be an option – it was mandatory – but yet it really wasn't flushed out as much as we were hoping. I have a son that has an autoimmune disease while the curve is flattened and every situation and household is different and so I was hoping to hear more information on a true virtual academy and how that was going to play out. I commend you and I don't know how you are going to pull this off in six weeks. Mrs. Richardson mentioned that there was over a million dollars that was not used and not being able to be touched until 21-22 and because of the pandemic, these are circumstances beyond most of our comprehension, that why couldn't there be an appeal to the State so that money can be used and put towards the things we are trying to implement that was suggested tonight come the fall or coming year. Why can't we go to the State and appeal that we need the money now. Going back to Schneider's Electrical, Mr. Tatum and I had one of our first talks and it was about AC and one of the things was they were talking about making sure that for the high school and Burnet – but what about the other schools that don't have AC. Is this going to work on the infrastructure for each school? If so, can we look to the future and build off of this and make sure the infrastructure for each school is built so as technology grows, we are already ahead of the curve and that we can actually make sure that our schools are already prepared for whatever comes in the future – whether AC, or anything else, or electrical needs are for those schools. Lastly with the solar panels that are going to be used, are they bought outright by the Town or by the Board of Ed and if so great, then what happens with the excess energy? Does that get put back to the company

that is supplying us with the panels or does it go to the Township where they can utilize this extra energy. These are just some ideas – I don't know if you thought about when you talked.

Maria Sarrano stated I'm a bit disappointed that the committee opted not to have a separate meeting to talk about these issues. The entire community is concerned. This is an unprecedented global health crisis that can result in death. I understand that you need to have your regular meeting. You called a special meeting last week. You essentially provided zero information and took many questions and some of which were not answered. I'm sorry to come out of the gate with a negative tone, but I'm personally very disappointed that initially there were 300 people on this call and you have lost at least 75 people that came on because they were very interested in hearing the plans for opening the schools and providing their feedback. I want to thank the volunteers that worked so diligently on creating plans for us. I appreciate the time you dedicated to do that. I do have some questions. I want to emphasize that I don't think that children should be sharing equipment in gym class. I believe one of your Board members expressed similar sentiments earlier. Also we want to know if there are any plans to address the HVAC or improved ventilation as Ms. Lipstein said earlier. I believe there are over 200 scientists that expressed concern to the W.H.O. about the spread through aerosol. It is something that should be discussed. Many of us want to know when the final plan will be released. A major concern for us is how will you enforce the use of masks and distancing within the classroom. I have a child going into the 6th grade. It is possible that it may be easier for high school students to do this but for students that refuse to wear them or have panic attacks wearing masks all day, what will be the in-class interventions be for dealing with children that are having difficulty in maintaining their masks or simply refuse to do so. With six weeks left before the start of school, I'm concerned about some of the things that were proposed by the committees may not come to fruition. I'm concerned about the money involved and the time to plan. For instance, they mentioned the possibility of plexiglass which I think would be a great idea.

Mrs. Minneci stated Maria you can always email your questions.

Jon-Paul Adams stated my daughter will be attending pre-k at Hannah Caldwell. My daughter has asthma and she had a collapsed lung. For small kids, how are you going to implement social distancing other than the switching of the classes? For parents that have to work five days a week, having kids at home three days a week is not only a financial burden because you have to find people that are willing to take care of your kid but you have to vet where those people have been. Additionally, I don't have that much time stored up to take that much time off, even if it is for my kid to be home. There is no way my job is going to offer that. I'm trying to figure out if there is a plan D for those kids that need to be in school for five days a week – that there is an option. It doesn't currently sound like there is anything available.

Nellis Regis-Darby stated I know the pre-k program has slated at least two classes that are supposed to be at the YMCA. Do parents know now that those will no longer be at the YMCA? What are the plans for those parents and children? Where will they be in September? What will learning look like for them? Thank you to the presenters tonight. I believe SEL team made three recommendation – it was hard to hear those recommendations – maybe you can tell the public what those recommendations are? SSW team had some recommendation in terms of parents have to pick their students up in 30 minutes in case they came down with COVID – want

to make sure the public heard that. Will there be any in-depth conversation with the UTEA in terms of synchronous and asynchronous learning. We all know how the past four months have been with that here. I hope the UTEA is involved in any kind of deep collaboration with the Board and the administration that will be making the decisions as to how we collaborate for the start of the school year. Asynchronous and synchronous learning is going to be done for all of our students in Union. I'm looking forward to that collaboration between the administration and the UTEA membership. Hopefully before the end of this meeting they will be able to answer some of our questions that we have.

G. Faria stated thank you to everyone that put forward these plans. I think about three priorities that we have to have for the 2020-2021 school year. First, consider the safety of the staff and students. While our numbers are low right now there is nothing to guarantee that by the time school starts, the numbers won't be low. We do have to consider a lot of plans. Two, we have to consider the social/emotional wellbeing of both staff and students. We know that being in the building is the ideal situation for students; however, first and foremost is the safety. Third, education – in my opinion has to be the third goal. Maybe I understood the plan incorrectly but my understanding is that at the elementary level, the students that choose to go in person instruction are going to be in school on Mondays and Tuesday and virtual the rest of the week and there is no other group of students that are coming in on the Thursday or Friday. I really don't understand why we think as a district – if there is a need for everyone to be home, then everyone needs to be home. But if teachers need to be in school for students for two days a week, why can't they be with another group of students on Thursday and Friday or why you can't keep the students from Monday and Tuesday on Thursday and Friday. I don't understand why we would let teachers stay home three out of the four days teaching virtually when we have empty school buildings that could safely accommodate students with social distancing. I'm assuming when the students are in on Monday and Tuesday, social distancing, they can also social distance on Thursday and Friday and Wednesday. Given all the other considerations and all the other comments made by parents, I recognize that school districts are not a childcare service, they are there for education, but the way society is right now, that is one of the services too. To me I would like someone to comment on why we want to do just Mondays and Tuesdays but not the rest of the week.

Lisbeth Velasquez stated I currently have a student going into the 5th grade. The thing I am concerned about in regards to putting the students from Jefferson – I would like to know which category in the plan they would be on, whether elementary or middle school? As a hygienist, I'm very trained in airborne pathogens and infection control. The sanitation department, custodial staff – I would recommend that they have some type of training because they are the ones that will be sanitizing these classrooms; to have training on infection control and airborne pathogens so that they know how to handle it. I know the nurses are having a training but I didn't hear about the sanitation department. The other thing is she is in a bridge program right now and it is a complete 360 from what she got at the end of the school year. The thing that I do like with the bridge program is that on Mondays and Wednesdays she focuses on math and Tuesdays and Thursdays she focuses on the reading. They don't have any electives which keeps them focused on what they should be focused on. Moving forward with virtual learning, I would hope that they would have some type of schedule like the summer bridge program has because it is working well. The other thing I wanted to discuss was someone said

about reopening and having kids come back to the school. I understand how that can be hard for some parents, but as of today we have 31 of the 50 states that after reopening and not following guidelines, are now increasing their cases which are including the younger crowds. I would think reopening schools to full capacity, we can learn from other states. We can take the precautions. I already plan to stay home but it is tough to open up and then have an increase of cases. I would like my questions addressed and I know you are doing the best you can with what you have been handed.

Nancy Lucas Miller stated I am a teacher at the high school and am an art teacher. I would like to thank my colleagues for their hard work. My concern is for the art teachers, we have six tables with four students at each table. We are going to need individual desks for the students and also have them social distancing. My other concern is if we are going to have students from 9th and 10th grader – two days and 11th and 12th graders – two other days. My class and maybe some of the other teachers who do electives, it is not divided in half like that – most of my classes are seniors and I don't want to have two days of 5-6 kids and two days of too many kids.

Tom Kemps stated after the survey Mr. Tatum said some of the schools – a lot of the people are choosing virtual so if that is the case, why wouldn't you allow some students to go five days a week. It sounds like the school is going to be closed on Wednesdays. As far as deep cleaning the classrooms, there are easier options out there. For commercial areas, they are using ultraviolet light which is a device that you put on the ceiling and it runs for four minutes at night and the classroom is clean. That seems like a much cheaper and easier option. It would allow the classrooms to be cleaned on a daily basis. I think that is something we should be looking into instead of having janitors wipe down desks. It is an impossible task.

Jolie Doyle stated teacher at Livingston School. Thank you to my colleagues for putting together these very intricate plans. A lot of patience and thankful for what you did. I have questions regarding protection of teachers. How will lockdowns and fire drills work? We do two drills a month. How will that be addressed with social distancing and procedures? If for some reason we cannot go back on a date that is scheduled, will the calendar be able to be revised and presented? The nurses plan presented – there are a couple of things because of HPPA, we have not traditionally been able to be told anything about children's illness but if I'm in a classroom and two of my children are taken out by the nurse, are we able to find out if these children were diagnosed with COVID; so that we are aware in the classroom. I have a bathroom in my classroom, I have custodian in another district who told me by law that there has to be somebody outside the bathroom to clean the bathroom every single time a child comes out. How is that possibly going to work with only two custodians in the building – bathrooms in the classroom for kindergarteners and all the other ones – how will that work? Traditionally, our nurse tends to send back the students that have symptoms other than a fever but now anything can be a symptom of COVID. How will that be addressed? Will they have to come back to the classroom? I'm totally not comfortable with that. We don't know what the symptoms are and some people present without temperatures. That can't be gaged completely on temperature taking. Hand sanitizer stations – my doctor said everything is on back order. If you can't get the necessary precautions in place, I'm wondering how we can go full throttle in opening up at all. Thank you for listening to my concerns.

Sienna Buca stated my sister is a substitute para and I was wondering if we have an infrastructure in place if we are going to the models for the high school where only teachers would come in only on the dates we are there and exposed to their clusters. If we have any way to make sure that any substitutes in the building would not be in the building for four days and they would be exposed to the same clusters of students every time you needed a substitute. And whether or not we have the ability to make that possible with staffing numbers in all of the different buildings we have in the district? For teachers planning – Ms. Miller brought up how her classes have different grades in them – what happens when teachers who teach two classes traditionally that have different age brackets? AP teachers also teach sociology and it can be a sophomore or junior and sociology classes are only open to juniors and seniors – so would they have to come into school four days a week. How would they have time to plan if they had to change what they are teaching or the cases they are required to teach – how does that work? Also at the last Board meeting we had three different students address racial inequalities in our school district and we know that things like corona and different healthcare inequalities affect different students proportionately and we sent emails to all of the Board members, members of the administration – talking about traditional schooling and how that effects students of color disproportionately and we got no answer. I understand that you are under so much stress but it takes five minutes to respond to say we are focused on reopening, we will get back to you. Everything is crazy right now but it only takes five minutes to respond. Those problems don't go away because we have a more pressing incident. For the longevity of our district and the wellbeing of our students, we need to be focusing at least 10 minutes to talk about things that are long term. Those conversations need to happen. I will be awaiting an email. I will email everyone again and hope that we can have conversations that speak to longevity of students in our district.

Jeff Monge stated I really appreciate the plans that were presented today by the teaching staff and parents that volunteered their time to participate in it. I do think there was a lot of information for just one meeting. I think we need as a district to be more thoughtful in our communication. Mr. Tatum that is a call out to you to look at doing smaller meetings to be able to give the attention that is necessary for these very important topics and allow for other parents that have expertise as we have been hearing to participate and provide their two cents. Weekly updates – I said that last month and that is important. I hope Mr. Tatum and Mr. Benaquista will participate that weekly and provide people updates on what is going on. Questions were asked last month and last week and not answered. To wait another month to hope that your question is going to be answered I think is unfair to parents. Money as far as unappropriated funds that was mentioned earlier – there is an opportunity to reposition those funds towards capital expenditures through a Board vote. We did that one time when I was on the Board and those dollars can be positioned for COVID needs. Mr. Taylor maybe that is something you and Mrs. Minneci and the Board can speak about. The Schneider presentation, I'm glad we are trying to do something. It is something that has been discussed for a number of years. One thing that was brought to my attention in the presentation, I saw the high school LED replacement was in one of the charts – those LED lights were just placed in there about 3-4 years ago. Also a number of roofs and other projects, could be overlapping with some of those presentations. Make sure we are not putting money towards projects that still have some useful life like our roofs and make sure that the long-range facility plan is part of that thought process. Now we have a current needs with is

COVID-19 need. Let's make sure that some of that work is well positioned for those needs and I know those plans were in the works before COVID-19 so it may be good to look at it with a fresh set of new eyes. Franklin – that building really needs a lot of help. Please take that into consideration. As it pertains to the contracts, Florio was not the cheapest, with no disrespect Mr. Taylor, and the legal fees have tripled. Suplee for the auditor was definitely not the best, that was why they were removed the first time around. Willis was recommended by the BA. A couple of years ago there was a big push on why don't we listen to our BA. Our BA spoke today and he was ignored and the selection was not the most appeasable selection. Fairview is a major political contributor. We do know where these moneys go so we shouldn't be naïve about it. As an example, Brown & Brown was recommended by two of the sitting Board members and the person who made the presentation donated over \$7,000 to their campaign directly.

Paul Casey stated I want to thank the committees for their time and energy spent on the plans. We appreciate it and I'm thankful we have people step up and take the time to do that. One of my questions for the plan is what is the process for those plans becoming reality? I know there is a process with the State in regards to submitting plans to the State that are approved by our administration so understanding what we saw tonight was just proposed plans. Can someone share what the process is and how the public will become aware of what the final plan looks like? You heard a lot tonight from a lot of people with questions and concerns and I'm sure there will be adjustments with the proposals this evening. How will the public become aware of what the final plan is? With regards to communications, when we only hear from the Board once a month, we don't know what is going on and with things changing as rapidly as they are from a State and national level, it would be really helpful to us as parents and the community to be kept more abreast on a more regular basis in regards to things that are happening in the district and what we are going to do to address the needs of the children. One of the things the plans mentioned was that for G&T for elementary school, that would be a plan that would continue. Will that be the same for middle school? Assuming this is not a forever thing, in the plan will there be something that will speak to a transition back to what would be the "new" normal. We start off the year in one form with a lot of virtual and some in person, are we now going to also have a plan for transitioning back to more permanency in the school when things do get better. We saw a lot of plans that were hybrids and in person, I would like to see more in regards to what the virtual academy will look like. More information on those things would be great.

Daniel Angrisano stated I work in the emergency room. With that being said with the hybrid and with Jefferson off the map and falling in between and my child going into first grade and the survey didn't even include her in that – can parents choose the days so both of their children can be in school at the same time? Or not? Also, I do thank everybody working on these committees but working in an emergency room, I have a lot of things that I can submit. How were these committees put together? How were they selected?

Kathleen Brunsmeyers stated great job to my fellow colleagues to put together the plans. Every plan was great. I think we are all in a situation right now that nobody wants to be in. Nobody wants to have to be deciding over going to school, not going to school and the health of themselves, the children and their families. The only grade in the plan that wasn't covered was the pre-k department. The pre-k is a completely different animal than kindergarten because the children are here all day. The children come in and they also nap. At 4-5 years old, it is hard

thing for them to stay socially distanced at all. I miss my kids and miss seeing them and miss being a teacher is real life and not just virtually. I am also taking care of a senior citizen with a heart problem. I have an autoimmune disease, nothing feels right right now. There is no answer that feels right for anybody. I would just ask that a plan take place for the pre-k program and I want to say hi to everybody that we can't see – all of our fellow colleagues. I'm still praying for all of the administrators and the Board of ed people.

Dee Bullick stated I am a teacher at Burnet, past parent. All of the plans say that we should be taking temperatures but we know that not everybody presents with a temperature and could be COVID positive. A lot of recent research is showing that even though you don't show change in temperature, your oxygen level still goes down. I would hope that somebody is going to look into the research and possibly think about purchasing pulse oximeters so along with taking their temperature perhaps we can also check to see if their oxygen levels are at the right place. If someone's oxygen level goes down, we will know that perhaps they should go home.

Rich D'Avanzo stated UTEA vice president. We went out of school as of March 13th, we had this discussion with Mr. Tatum a couple of times, he spoke with us the day before at our UTEA work council and in less than 24 hours, we were told make sure you go home with your lap tops and figure it out – which we did. To hear condescending statements, it is almost like the UTEA runs the district, there is no Board policy for sites to use, when to use it, who is on and it also shows the inequities that we have in public education. There is no right or wrong. Because of the failure of this federal government to take any type of leadership, inaudible because on July 21st we need money and months of planning to make sure that everyone is safe in this environment. You can see how things change from minute to minute to hour to hour from day to today. It is a shame that a country as great as ours is basically in the middle of the pack and look at where we are. We are squared off from educators versus parents. Who is writing and complaining and I'm both an educator and a parent. I see both sides. Do have to have a determined with two elderly parents at 86 and 89, if I can ever go around them again, if I'm exposed to the environment. Last time I checked, I don't see this as an in-person meeting. I don't see people eating indoors at restaurants. We are going to wing it and let's see how we can survive is what it has come down to. My son is going to be a senior in high school and I want him to enjoy it as much as possible. If it is not feasible right now, which is looking that way, then we have to adapt. There is no data out there that says this is where students should be at this point. Throw the data out the window. We have all learned in our education history, there are all different things and all different times – curriculum is forever changing. Secondly, I hope Mr. Vieira can share with the UTEA at some point about the switching of healthcare brokers because Willis Towers, one thing that they allowed members is that they advocated on our behalf. If we had an issue, we wouldn't have to be on the phone, half hour/hour, squabbling over a bill. I never heard of Fairview and if the money was even, I am really curious to see if we are still going to get good service. If not, you may have to hire another person at the Board office to take care if there are a lot of disputes. One year they did not increase the premiums for the district. Hopefully Manny can send us some information especially with the Chapter 78 bill which is now going to be referred to as Chapter 44 regarding health benefits.

Ann Margaret Shannon stated there are two Board members that thanked the staff for all of the hard work over the last couple of months and I wanted to thank them for their comments.

I also appreciate the outstanding work of all the committees. I think they are some of the best reports that I have heard. The parents and the UTEA members that presented the work tonight – they were awesome, intense, detailed and above all very professional. I do appreciate that. I look forward to the UTEA leadership meeting with Mr. Tatum. He has talked to us almost once a week off the record but I'm hoping we can sit down and have formal conversations to make these plans work. I know he is willing to do that and hope to get together soon. I would ask that the leadership teams, both the administrative supervisors and the custodial maintenance associations, perhaps could be included. Just as there are many plans covering many parts of the district, I think all of the associations can get together with you Mr. Tatum and that might help the situation. Hopefully we can get together by the end of this week. Thank you.

Chantel stated I have a student at Connecticut Farms. It sounds like teachers will be given a choice on how instruction would be given online and I was just wondering why that is? Why it is not consistent across the board? It was mentioned that they have the option of doing live instruction, flip instruction or pre-recorded instruction. I just want some clarity on that. In my opinion, elementary students really need the live one-on-one instruction and attention and the ability to ask questions and participate. Second, I was wondering if there was any more detail regarding the day-to-day instruction for students with IEPs because I feel like the students missed out on a lot when school was closed due to corona. Every student doesn't look the same and a lot of students that have additional needs, struggled to do 100% online learning, especially if they cannot communicate with their teacher on a regular basis or instructors of any kind. What services will be provided for them? How will they access those services? How flexible will the plan be? How will privacy issues be addressed for these students and their families? Is there any sort of detailed plan that is specific to students that have additional needs?

Mary Lewis stated I am a librarian in the district. I thought the plans that the committees came up with were amazingly thorough. They thought of absolutely everything one could possibly control and a lot of things one couldn't control. It is the things that are out of our control that are my concerns. For example, we don't have any control over how many days it takes to get results from a COVID test and it is usually not immediate. We don't have any control over the truthfulness of the people that are responding to those health surveys and people mentioned that parents would do things to mask illnesses in their children. We don't have any control over the spread of the virus from asymptomatic students. There may be students that will spread this disease and it is not through any dishonesty it is because children are less symptomatic. There was a study that concerns me that I read about yesterday out of South Korea saying that 10-19 year olds spread this virus more easily than adults – that is something we can't control. We can ask that students wear masks, we can require that most students wear masks but if we are talking about students wearing a mask the full day, that mask is cosmetic, not effective. How many times are we going to ask them to change their masks during the course of the day because the mask has gotten wet and it is not effective any more. There is a question of viral load in a classroom. Unless you can keep the windows open and the air circulating, being in a classroom with a lot of people over a long period of time is going to increase the potential for viral load. What about the teachers that go to multiple buildings and will be exposed to that many more students. I'm not sure there are any great answers to these things but I think we need to think about the fact that it is not a question about convenience; these things that are out of control have an impact on lives. Thank you.

Mrs. Higgins left meeting.

MOTION FOR EXECUTIVE SESSION:

Moved by Mrs. Richardson seconded by Mrs. Ruiz, that the Board go into Executive Session at 11:47 p.m. to discuss the following subject matters without the presence of the public in accordance with the provisions of N.J.S.A. 10:4-12b: personnel, attorney-client privilege and other matters exempt from disclosure to the public in accordance with the Open Public Meeting Act.

Please take notice that minutes will be taken of the discussion conducted during the executive session and the Board will disclose the minutes of the executive session when the disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Board of Education and provided that such disclosure does not violate federal, state or local statutes and does not fall within the attorney/client privilege. Action may be taken when the Board reconvenes in public session.

AYE: Dr. Francis, Mr. McDowell, Mr. Nufrio, Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: None

ABSTAIN: None

MOTION CARRIED

The Board returned to public session at 12:27 p.m.

Upon recommendation of the Superintendent of Schools, the following resolution was moved by Mr. McDowell, seconded by Mrs. Richardson, for adoption:

ACCEPT LETTER OF RESIGNATION – WALTON McCLEOD

Accept the letter of resignation of Dr. Latee Walton McCleod, principal of Franklin Elementary School, effective July 17, 2020.

AYE: Dr. Francis, Mr. McDowell, Mr. Nufrio, Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: None

ABSTAIN: None

MOTION CARRIED

MOTION TO ADJOURN:

There being no further business before the Board in public session it was moved by Mrs. Richardson, seconded by Mrs. Williams, that the meeting be adjourned at 12:30 a.m. (Wednesday, July 22, 2020).

AYE: Dr. Francis, Mr. McDowell, Mr. Nufrio, Mrs. Richardson, Mrs. Ruiz, Mrs. Williams, Mrs. Minneci

NAY: None

ABSTAIN: None

MOTION CARRIED

RESPECTFULLY SUBMITTED,

MANUEL E. VIEIRA
BOARD SECRETARY

